

North Regional Time Sensitive Emergency Committee (NRTSEC)

Meeting Minutes
November 20, 2015

Opening

The regular meeting of the North Regional Time Sensitive Emergency Committee (NRTSEC) was called to order at 1004 on November 20, 2015 at Kootenai Health by Chair Chris Way

Present

Chris Way, Julie Hoerner, Bill Keely, Wanda Wilkerson, Ken Baker, Bill Holstein, Nick Mechikoff, Steve Isaacson, Caryl Johnston, Dominic Pomponio, Veronica Jones, Tom Nickol, Shelley Mattson, Casey Meza, Stu Willis (on phone), Christian Surjan (on phone), Ken Gramyk (on phone), Mike Taylor (on phone), Nicole Noltensmeyer (on phone), Mark Federson (guest from Panhandle Health District)

Approval of Agenda

Motion to approve agenda made by Bill Holstein, seconded by Tom Nickol. Approved unanimously.

Approval of Minutes:

Motion to approve minutes from July 17, 2015 as written by Tom Nickol, seconded by Wanda Wilkerson. Approved unanimously.

Open Issues

1. TSE State-wide Meeting Update - Chris Way The State Council met a week and a half ago, Chris was in attendance. The State is nearly ready to move forward with the TSE designation application process. There was clarification of 3 outstanding issues:
 - The Stroke Coordinator can be a non-nurse as long as a nurse is involved in clinical aspects of the program. Christian stated that the Stroke Program criteria was not changed. If facilities feel that they can satisfy the intent, but not the letter of the criteria, they can submit a waiver request with their application..
 - Clarity on neurosurgical backup (Trauma). A facility must have neurosurgical backup OR a contingency plan but are not required to have both.
 - Internal vs external CME (Trauma) – will be adding “and/or” to all physician CME requirements.Per Nicole, the Trauma application should be approved at next State council meeting. Mid December is plan for releasing trauma application. All clarifications have been finalized.

2. TSE Program Update – Christian Surjan (via phone). Christian stated the goal is to have all TSE surveyors on the same page. Idaho will use internal (State) and external (out of state) surveyors. The State is coming up with surveyor course to eliminate bias. The State desires the survey process to be consultative, and not punitive.

Christian also reported that the State Trauma Registry vendor (Image Trend) has functionality to give smaller facilities (Level IV and V Trauma Centers) the capability to use a live PIPS data collection process. Image Trend will create live QA forms for smaller facilities to utilize, eliminating the need to purchase their own registry software.

Old Business

Trauma Patient Criteria - . The group discussed an adoption date of the three level Trauma priority system for the North Region.. A motion was made by Tom Nickol for the North Region to universally adopt the criteria March 1st 2016, and to use the same document throughout the EMS agencies and hospitals in the region. The motion was seconded by Bill Holstein. Further discussion centered around the importance of ensuring that all local hospitals and EMS agencies are well-educated and using the common language. The motion passed unanimously. Julie and Chris will begin working on a draft of the criteria document.

New Business

- a. QI process (neutral party) - it has been recommended from the State to have a neutral party chair the QI sub-committees. Region 2 and Region 4 are using the Health Districts in their region. Having a neutral party encourages collaboration, learning, and decreases potential perception of punitive nature of QI. Per State Statute, Peer Review is non-discoverable and there is no issue. Julie reminded that by-laws needed to be amended in order to add Panhandle Health to the subcommittee membership, which will occur in time for the January meeting. Chris asked Panhandle Health if they would head up this committee. Nick Mechikoff agreed, pending bylaws changes.
- b. Sub-committee realignment - Chris proposed moving Bill Keely to chair as Policy/Protocol committee. No objections by the committee.
- c. TSE PowerPoint - . A PowerPoint from another region was shown as an example of something that we could develop for our own region as an educational tool to make presentations to facilities and EMS agencies, etc in order to educate and inform about TSE (see attached PowerPoint).. Nicole stated she is in the process of customizing the PowerPoint for each region. The intent would be to send this

to the education committee to customize for use in our region – audience would be anyone in the healthcare spectrum – physicians, volunteer EMTs, Hospital executives, and everything in between. Additional discussion centered around adding Shelly Mattson to the Education subcommittee from the Stroke perspective. Chris appointed Shelly to this subcommittee.

- d. Upcoming elections – Chris reminded the group that per our by-laws, we will need to elect a Vice chair in 2016. Election of officers occurs at the first meeting of the calendar year. Chris asked people to be thinking about nominations. Dr. Nickol recommended discussing with Dr. May his wish to remain in the vice chair capacity. Chris will discuss with him before the January meeting.

Other Business

Stu Willis (via phone) asked if the state is working on any state-wide quality indicators. The response is that different regions are looking at their own indicators. Dr. Morgan would like us to look at all transfers and all deaths, but that is not confirmed. Chris recommends the QI committee develop those. Christian said the state is working on facility-specific quality indicators. Chris recommends Nick reach out to Region 2, as they are leaders in the state at this time in QI development, which Nick will do and present at the next meeting. Nicole states all Region 2 documents are on the TSE website

Action Items for Next Meeting

- Julie will attach State Trauma Activation Criteria and TSE PowerPoint to minutes
- .-Julie and Chris will work on regional draft of Trauma Activation Criteria.
- TSE PowerPoint example will be sent to Education committee for customization. Nicole will be sending the customized PowerPoint she is working on to the education committee as well
- Bylaws committee to convene to update QI subcommittee membership. Bylaws vote at January 2016 meeting.
- Vice Chair nomination and election

Adjournment

Motion to adjourn by Bill Holstein, seconded by Tom Nickol. . Meeting was adjourned at 1125 by Chris Way. The next general meeting will be at **January 15, 2016 at 10:00 in Kootenai Health Boardroom (Kootenai Services Building). Subcommittees will meet in December as needed.**

Minutes respectfully submitted by:

Julie Hoerner, NRTSEC Secretary